

## **WRH Advisory Committee Meeting**

Tuesday, August 07, 2007

Everyone on the committee was in attendance except Jolena Tillequots. Marcy James participated via the phone.

Welcome and introductions. Discussed diversity of committee and a reminder that we don't all speak the same lingo so we can ask for explanations.

Rand Simmons gave an overview of Library Development within the Washington State Library. Laura gave an overview of the WRH project and wiki.

Cyndi Howells shared experience with working on digitization projects where not a lot of fore thought and planning had taken place and stressed the need for planning as WRH will hopefully act for a beta project as a larger digital repository.

Survey results were shared during lunch. Conclusions, a lot of work needed up front getting libraries on board with training and educating about the project.

Milton Wagy talked about the Ellensburg collections and working with CWU in hosting and creating collections. The idea of sustainability and the issues associated with it were shared.

Experience working on the Ritzville, WA beta project shared. Examples of items shared.

The committee talked about ideas for distributing work of metadata creation and getting volunteers or interns. Small chunks of work in remote places could perhaps afford a good opportunity for distance MLIS students. Laura contacted the iSchool to send out a call for a volunteer in Ritzville, there wasn't a response.

Mary Hammer shared experience with hiring students to do metadata and digitization work. Working with students can cause challenges in keeping continuity.

Site visits will take place in the next two months. Reports will be added to wiki from which selection voting between committee members will happen.

Anne Graham shared background and experience with the Olympic Peninsula Community Museum project and share experience using CONTENTdm and working in small communities.

Karen suggested having a users group meeting for participating libraries while project were underway. She asked about training and how and why training was happening with libraries before the project was underway. Discussion about how the hope of offering introduction to digital projects and copyright training could help libraries know what was involved in digital projects and what they would be getting themselves into.

Rand Simmons asked Marcy James about BCAs and the idea of keeping BCAs and how the collections could interact with them in mind when thinking about selection.

Theo Gerontakos suggested taking a look at the NINCH (National Initiative for a Networked Cultural Heritage) guide to good practice. He reiterated the need for understanding what metadata would need to be captured in order to build robust services on top of the data.

Laura Robinson gave project updates. She talked about equipment purchase research, contracts for training with OCLC, work on project plan, planned site visits, etc. She mentioned the need for a WRH logo and branding for the WRH site.

**Action items list:**

- **Develop co-branding for portal pages**
- **Look at distance interns and contracting metadata work**
- **Development of project plan, put onto Wiki**
- **Subscribe to feeds for Home page and Advisory Committee feed**
- **Meet quarterly face to face, regularly on Wiki, sometimes on conference call**
- **Update equipment research information on wiki**
- **Research JPEG 2000 extensions**
- **Get CONTENTdm OCR extensions**